

Stonehenge Homeowners' Association, Inc.

Change Request

INSTRUCTIONS: Review the Declaration of Covenants, Rules and Restrictions for detailed information concerning permitted alterations which require a completed form. Declarations are available online at Stonehengehoa.com. Attach any photographs or drawings (if applicable) of the change requested. Submit this request to the Architectural Committee to evaluate the proposed change(s) to:

Stonehenge Homeowners Association
Attn: Architectural Committee
c/o Gibson & Associates
2754 Electric Road Suite D
Roanoke VA 24018

Architectural Committee / Board review items must be submitted at least two weeks prior to a regularly scheduled Board meeting to be heard at that meeting. The Architectural Committee will review your modification request. Please remember that some requests can be approved by the Committee while others will require a Board review. If the Committee has any questions regarding your request, they will contact you. Email Poohr2u@gmail.com if you have any questions regarding this process. In the event the Architectural Committee has to contact you for further clarification on your change, be aware a delay could occur moving the final decision to the following Board meeting.

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DATE: _____

OWNER'S NAME: _____

OWNER'S ADDRESS: _____

TELEPHONE NUMBER: _____ Email _____

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Typical Alteration Items Requests:

Storm Door * Window Replacement * Rear Glass Sliding Door Replacement * Propane
Tank and Trash Can Enclosures * Back Deck * Screened In Deck Porch * Deck
Enclosures * Below Deck Enclosures * Sidewalk Change / Rebuild * Landscape *
Satellite Dish Location * Garage Door Replacement

DESCRIPTION OF REQUESTED CHANGE: _____

DESCRIPTION OF ATTACHMENTS: _____

ACKNOWLEDGEMENT OF HOMEOWNER: This will confirm that I/we have read the guidelines as they relate to this application and hereby agree to comply with said Covenants, Rules and Restrictions in the change/addition/improvement. I/we further confirm that I/we have read and will comply with all applicable rules and regulations established by the Association concerning the procedures to be followed in undertaking any change/addition/improvement. I/we further agree that I/we will be solely liable for any claims, including without limitation, claims for property damage or personal injury, which result from the requested change/addition/improvement. I/we acknowledge the responsibility for complying with all applicable governmental regulations, codes and ordinances; obtaining all necessary permits and inspections; and contacting Ms. Utility if digging; and indemnify the Stone Manor Homeowners' Association from and against any claim for failure to do so. I/we further acknowledge that I/we are responsible for all maintenance, repair and upkeep of any approved change/addition/improvement.

OWNER(S) SIGNATURE(S): _____ DATE: _____
_____ DATE: _____

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REVIEW ACTION Architectural Committee Recommendation

DATE RECEIVED: _____

REVIEW ACTION:

- Approved as requested.
- Approved subject to the conditions noted below.
- Disapproved for the reasons noted below.

REMARKS: _____

ARCHITECTURAL REVIEW SIGNATURES (2 signatures required --- one being the Chairperson other being a member of the Board of Directors:

Signature Title: _____ Date: _____

Signature Title: _____ Date: _____

The Board of Directors has the final ruling on ANY ARC recommendation.